



4th of July VENDOR APPLICATION 2015

Name of Vendor or Organization: _____

Mailing address: _____

Contact Name & Phone# _____

Email address: _____

Return with a check or money order for the total amount due to Public Works, 118 Arizona St., Bisbee, AZ

Space size needed:

♦ Informational booth (no sales or service) - \$5

♦ Smaller than 10 X 10 - \$20

♦ 10 X 10 (canopy size) - \$25

♦ Larger than 10 X 10 - \$35

What does your business provide? ♦ Service ♦ Sale of items (no confetti poppers allowed)

Explain _____

Park Requested _____ Anticipated set-up time: _____ Anticipated breakdown time: _____

Electricity needed? ♦ yes ♦ no Water needed? ♦ yes ♦ no

If yes, include an additional \$10 for each utility needed.

Please Read:

THIS IS ONLY AN APPLICATION. FILLING OUT THIS APPLICATION DOES NOT GUARANTEE ACCEPTANCE. You will be notified of acceptance within 3 days from when application is received. We will not process your fees until you have been accepted. We will contact you prior to processing your payment. Vendors are responsible for obtaining all necessary permits, licenses, etc. from all governmental agencies having jurisdiction over its activities. Failure to do so will result in vendor's inability to participate in the event and space fee will not be refunded. For questions about required licenses, permits, etc. contact Arizona Department of Revenue, 800-634-6494, Cochise County Health Department, 520-432-9400, or other appropriate agency.

Vendors shall indemnify, defend and hold harmless the City of Bisbee from any and all liabilities that arise from their activities conducted at the event and shall submit to the City not later than three business days prior to the event a Certificate of Insurance showing general commercial liability coverage in an aggregate amount of not less than \$250,000 for non-food vendors and \$500,000 for food vendors. The City of Bisbee shall be named as an additional insured on all such Certificates of Insurance.

The 4th of July Vista Park festivities will be held from 9:00 a.m. to 9:30 p.m. and at Goar Park from 8:30 a.m. to 7 p.m. on Thursday, July 4th. Vendor space will be available in Vista Park in Warren in the south courtyard area ONLY beginning at 8 a.m. Vendor space will be available at 7:30 a.m. at Goar Park. Staff will not be at each park until these times so please do not set up earlier. Vendor spaces will be designated; smaller spaces without a canopy will be placed underneath the trees, if available. All vendors are required to bring their own materials, canopies, tables, etc. Clean up will take place at 8:00pm at Vista Park and 7pm at Goar Park. Each vendor is required to clean their area and remove all belongings from the park at this time. You are welcome to leave earlier in the day or set up later in the day if you wish. If you plan to set-up later than 8:00 am, please let us know so that a staff member is available to place you. Vendors are **not allowed** to drive in the park at any time. This poses a hazard to park users and damages our park. For questions, please contact Lorena Valdez at 432-6002. Thank you for your participation. The community and the staff at the City of Bisbee greatly appreciate it. The deadline for applications is Thursday, July 3, 2015.

No refunds will be given after June 30, 2015.

I have read and accept the above rules: _____

APPROVED _____ DISAPPROVED _____

Andy Haratyk, Operations Manager, City of Bisbee Public Works